

Date: January 23, 2004

To: Federal Executive Board Members

From: Special Emphasis Program Chair—Roy Pierce

Re: Federal Women's Program Council Annual Training and Awards Program

"Women Inspiring Hope & Possibility" is the theme for Women's History Month, and the 31st annual Federal Women's Program Council Seminar. The Seminar is slated for Thursday, March 18, 2004, at the Crowne Plaza-St. Louis Airport Hotel.

The Seminar focuses on several women, who in government and private sector careers inspire hope. They are the visual representation of the roles and possibilities women have at the dawn of the 21st Century.

Colonel Debra A. Cook, Commander of the U.S. Army Human Resources Command-St. Louis, addresses "Women's Roles in the Military". Ms. Betty Cuniberti, St. Louis Post-Dispatch columnist offers her own story of inspiration, and Ms. Brenda D. Newberry shares her wealth of knowledge and experience as a small business owner and government contractor.

The seminar also features two sessions on current federal personnel initiatives. Mr. Jason Parman, Director, US Office of Personnel Management, Kansas City and Ms. Wendy Warren, Client Service Manager for OPM Flex Accounts provide practical information on employment and benefits. The seminar is designed to increase federal employees awareness of women's contribution to the public service, and to provide employment related information.

Following its tradition of community service, the Council is sponsoring "Fortress Outreach". Fortress is a not for profit agency founded in 1992 in response to the critical needs of battered women and children. Fortress Outreach's services include: a 24-hour hotline; emergency shelter; hospital based advocacy program; transitional housing; and crisis counseling. Donations of the following items will be accepted: copier paper, bath and bed linens, dishwashing liquid, toiletries, and adult and children's books.

The registration fee is \$35 per participant. The registration deadline is Friday, March 12, 2004. Please mail your registration form to the address listed on the form. No phone or fax reservations will be accepted. With many agencies facing budget cuts and downsizing, this seminar offers cost-effective quality training for federal employees.

The deadline for the Awards Package is Wednesday, February 25, 2004. The registration information and the Awards Packages are enclosed.

For general information please contact Annette Lewis, Federal Women's Program Council President, at 314-539-7783. For information concerning the Awards Package, please contact Linda Bullock at 314-592-0000 Ext. 3128, and Brenda Vanderford at 314-331-5445.

Enclosures

**GREATER ST. LOUIS FEDERAL EXECUTIVE BOARD
FEDERAL WOMEN'S PROGRAM COUNCIL
31ST ANNUAL TRAINING AND AWARDS SEMINAR
THURSDAY, MARCH 18, 2004**

"WOMEN INSPIRING HOPE & POSSIBILITY"

A G E N D A

7:00 – 8:00	Registration	
8:00 – 8:25	Presentation of Colors	Honor Guard U.S. Army Human Resources Command- St. Louis
	National Anthem	Nancy Rankin U.S. Coast Guard
	Welcome	Annette Lewis, FWPC President National Labor Relations Board
	Opening Remarks	Ron Hindman, Chair St. Louis Federal Executive Board
8:25 – 8:45	Women's Roles in the Military	Colonel Debra A. Cook, Commander U.S. Army Human Resources Command- St. Louis
8:45 – 10:15	Flex-Spending Accounts	Wendy Warren, Client Service Manager OPM Flex Spending Accounts
10:15 – 10:30	Break	
10:30 – 11:15	Motivational Speaker	Betty Cuniberti, Columnist St. Louis Post-Dispatch
11:15 – 12:45	Lunch	
12:45 – 1:00	Musical Interlude	Florence Lawshe', Contractor National Geospatial-Intelligence Agency
1:00 – 2:15	"Straight Talk on Federal HR"	Jason Parman, Director OPM Recruitment & Placement
2:15 – 2:30	Break	
2:30 – 3:15	Small Business Owner/ Government Contractor	Brenda D. Newberry, President/CEO The Newberry Group
3:15 – 3:45	Awards Presentation	Brenda Vanderford, Co-Chair Awards Committee
3:45 – 4:00	Closing Remarks	Roy Pierce, Chair Special Emphasis Program Council

**TER ST. LOUIS FEDERAL WOMEN'S PROGRAM COUNCIL
31ST ANNUAL TRAINING AND AWARDS SEMINAR**

Thursday - March 18, 2004
CROWNE PLAZA - ST. LOUIS AIRPORT
11228 Lone Eagle Drive
Bridgeton, MO 63044
314-291-6700

REGISTRATION FORM

Registrations **must be postmarked by Friday–March 12, 2004**. Cancellations will not be honored after **Friday–March 5, 2004**. Agencies may substitute participants at any time. Phone or fax reservations will not be accepted. **Checks returned for insufficient funds will be charged the service fee of the financial institution handling the transactions, plus the amount of the check.**

REGISTRATION FEE: \$35 (includes lunch)																																			
Name:										Date:																									
Agency:										Phone Number:																									
Address:																																			
City:										State:				Zip:																					
AGENCY METHOD OF PAYMENT																																			
<input type="checkbox"/> Training Form/Purchase Order Number:																																			
<input type="checkbox"/> VISA/M-Card #: <table border="1" style="display: inline-table; vertical-align: middle;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px; text-align: center;">-</td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px; text-align: center;">-</td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px; text-align: center;">-</td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> </table>																						-					-					-			
				-					-					-																					
<input type="checkbox"/> Expiration Date <table border="1" style="display: inline-table; vertical-align: middle;"> <tr> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px; text-align: center;">-</td> <td style="width: 20px; height: 20px;"></td> <td style="width: 20px; height: 20px;"></td> </tr> </table>												-			<input type="checkbox"/> Signature																				
		-																																	
The Total Payment Submitted:																																			
INDIVIDUAL METHOD OF PAYMENT																																			
<input type="checkbox"/> Cash				<input type="checkbox"/> Check #				<input type="checkbox"/> Money Order #																											
The Total Payment Submitted:																																			
SPECIAL NEEDS																																			
<input type="checkbox"/> Wheelchair										<input type="checkbox"/> Dietary																									
<input type="checkbox"/> Interpreter: <u> </u> ASL <u> </u> Oral <u> </u> Total Communication																																			
<input type="checkbox"/> Other (Please be specific):																																			

**Please return registration with training form, purchase order, check,
money order, or credit card # to:
Federal Women's Program Council
P.O. Box 771493
St. Louis, MO 63177-2493**

**Questions may be directed to:
Geraldine Jones, Treasurer, (314) 314-539-6564**

**FORTRESS OUTREACH
IRMA JENKINS FOUNDER & EXECUTIVE DIRECTOR
P.O. BOX 2115
FLORISSANT, MO 63032-2115
TELEPHONE: 314-653-1500
24-HOUR CRISIS HOTLINE:
314-381-4422**

Fortress Outreach was founded in 1992 to respond to the critical need for emergency shelter and transitional housing for battered women and the children.

Fortress Outreach provides:

- 34-bed emergency shelter. Fortress serves an estimated 100 families every year. Shelter, food, services, and laundry are provided free of charge. Support and advocacy services are provided during and after the woman's stay.
- 24-hour hospital-based advocacy. Victims of domestic violence and sexual assault talk with Fortress Outreach counselors in the emergency room, so that emotional healing can begin as soon as possible.
- Professional counseling. Every woman in the shelter and other women receive individual counseling. Facilitated support groups meet eight times a month, to allow women access to help before a small problem becomes a big one.
- 8 units of transitional housing. This supportive program for families provides counseling, support groups, a substance abuse program, case-management, and parenting classes from the Fortress Crisis Counseling Center.

Fortress Outreach Wish List:

**bath towels
copier paper
shampoo
toothpaste
dishwashing liquid
twin bed sheets
books (adult & children)**